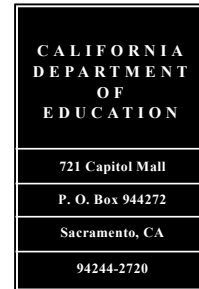




DELAINE EASTIN
State Superintendent of Public Instruction



August 27, 2001

To: Selected County and District Superintendents
Selected Charter School Administrators

From: William L. Padia, Director
Policy and Evaluation Division

Subject: **School Type Designations for the 2001 Academic Performance Index**
Ref: PED—EPIC—01—06A

Beginning with the 2001 Growth and Base API, the Educational Planning and Information Center (EPIC) of the California Department of Education (CDE) will use standard criteria to define schools as elementary, middle, or high for programs linked to the Academic Performance Index (API). Eligibility for the Certificated Staff Performance Incentive Act (CSPIA; AB 1114) and the Immediate Intervention/Underperforming Schools Program (II/USP) is restricted to schools in the bottom half of the API distribution, which is determined according to school type. Similarly, each school's statewide and similar schools rankings are reported according to school type.

For the 1999-2000 API cycle, the CDE used the school type associated with a school's county-district-school (CDS) code, commonly referred to as the "school ownership code." Districts that wished to change their schools' classifications were provided with the opportunity to change. Due to the flexibility in the school ownership code criteria, manipulation of eligibility for the awards or intervention programs could occur if schools changed school type classifications inappropriately. **Therefore, the CDE has developed standard criteria for defining school type to ensure the credibility of programs linked to the API and to maintain the integrity of the accountability system.** These criteria will be used to assign a school type for API purposes. Schools in the alternative accountability system that opt into the main API system will also be assigned an API school type using these criteria. The Data Review Reports that will be posted on the CDE web site at the end of August will use the new school type criteria for schools that will receive an API.

Criteria for Determining School Type for API Purposes

The criteria for determining school type for the API are based upon “core grade spans” of K-5, 7-8, and 9-12 (grade 6 purposefully not represented). For each school, the number of grade levels in each core grade span is determined, and then the school’s type is based on the core grade span with the most grade levels. Schools with a grade span across the three core grade spans (e.g., K-12 or K-10) or that have the same number of grade levels for two core grade spans (e.g., 4-8 or 8-9) will be assigned school type according to the largest enrollment in a core grade span. A detailed description of the criteria is located on the CDE web site at <http://www.cde.ca.gov/psaa/api>.

API School Type That is Different From CDS Code School Type

PLEASE NOTE: Our records show that you have ONE OR MORE SCHOOLS that have been assigned API school types differing from the CDS code school type of elementary, middle, or high (see enclosed listing). PLEASE READ THIS SECTION CAREFULLY.

A small number of schools will be assigned school types for API purposes that will be different from the CDS code school types of elementary, middle, or high and, therefore, different from previous API reports of school types. In these cases, the school has three options:

- Change CDS code school type. The CDS code identifier of school type is assigned by the CDS Data Administrator of the CDE when a school receives its CDS code. It is based on information provided by the district or school. A school wishing to change its CDS code school type so that it agrees with the school type assigned by the EPIC for API purposes should follow the process for changing CDS code information described on the CDE web site at <<http://www.cde.ca.gov/cdscodes/index.html>>. **Alternative, county community, community day, continuation, juvenile hall, K-12, opportunity, special education, and state special schools should not adjust their CDS code school types.**
- Change API school type. While the API school type assignment criteria aim to be appropriate for all schools, there may be certain circumstances in which the school is mis-assigned. If you disagree with the school type assigned by the EPIC, **Attachment A** describes the process for requesting a change in a school’s type for API purposes.

The period from August 27 to September 12, 2001 will be the only opportunity for correcting the school type designation assigned by the EPIC for 2001 API purposes. Requests for changes must be received by the CDE by September 12, 2001. If the EPIC does not hear from you, we will assume you agree with the school types assigned for your schools. IF YOU WISH TO CORRECT AN API SCHOOL TYPE, FOLLOW THE DIRECTIONS IN ATTACHMENT A.

- Do nothing. If a school has a grade span and enrollment that could reasonably be considered to fit more than one school type or has other special circumstances, it may wish to allow the API school type and CDS code school type to remain different. There is no penalty for this option, but the school and district should consider the extent to which such a discrepancy may become confusing in future record-keeping with the CDE.

It is my hope that, by learning of these criteria before reviewing your API Data Review Report in September, you can take the necessary steps to ensure that your schools receive valid API rankings. Changes in a school's type may impact a school's eligibility for the Certificated Staff Performance Incentive Act, the II/USP, and other API-linked programs.

More Information

A copy of this letter as well as more information about the API and other provisions of the Public Schools Accountability Act are located on the CDE API web site at <http://www.cde.ca.gov/psaa/api>. If you have further questions about the criteria or process for assigning school type for API purposes, contact the Educational Planning and Information Center at epic@cde.ca.gov or by phone at (916) 657-2273.

Attachment
Enclosure

BP:jv

Process for Changing School Type Definitions for the 2001 API

This attachment describes the process for districts and charter schools to use to change school type designation for the 2001 API. **The period from August 27 to September 12, 2001 will be the only opportunity for correcting the 2001 API school type designation assigned by the EPIC. Requests for corrections must be received by the CDE by September 12, 2001. If the EPIC does not hear from you by this date, we will assume you agree with the school types assigned.**

Process to Correct School Type Assigned for 2001 API

A school that is assigned a 2001 API school type differing from its CDS code school type may request to have its assigned type changed. Schools that provide sufficient and reasonable justification for a school type different from that assigned by the EPIC for API purposes, including schools in the alternative accountability system that opt into the main API system, may have their assigned type adjusted, if approved by the CDE.

To request an adjustment of the school type designation assigned by the CDE for the 2001 API, **you must do all of the following:**

1. Send a letter to the EPIC of the CDE at the following address:
 - California Department of Education
Educational Planning and Information Center
721 Capitol Mall, 4th Floor
Sacramento, CA 95814
2. The letter must include:
 - Names of the schools affected
 - County-district-school (CDS) codes of the affected schools
 - The school type preferred (must be either “elementary,” “middle,” or “high”) for API purposes
 - Detailed justification for school type preferred (include specific evidence to support the proposal)
 - A statement that the remainder of schools in the district have appropriate school type designations assigned by the EPIC for API purposes (not required for charter schools)
 - The signature on the letter of the district superintendent or authorized representative (for charter schools, the signature of the administrator or authorized representative)
3. Your letter must be **received** by the CDE **by September 12, 2001**.

You **must** submit the letter with your requested changes. You may also send an advance email with the information. Send email correspondence to:

- epic@cde.ca.gov

The EPIC will notify you prior to October of the status of your request. If you have further questions, contact Jan Volkoff of the Educational Planning and Information Center (EPIC) at [<epic@cde.ca.gov>](mailto:epic@cde.ca.gov) or by phone at (916) 657-2273.

Schools with Assigned 2001 API School Type Differing From CDS Code School Type or 2000 API School Type (Elementary, Middle, or High)

CDS Code	District	School	Grade Span	CDS Code School Type	2000 API School Type	New 2001 API School Type
01612596001770	Oakland Unified	Foster Middle	K-5	MIDDLE	MIDDLE	ELEMENTARY
07616556003651	Brentwood Union Elementary	Edna Hill Middle	5-6	MIDDLE	MIDDLE	ELEMENTARY
07618040730218	San Ramon Valley Unified	Venture (Altern.)	K-12	ALTERNATIVE	ELEMENTARY	HIGH
09618876005516	Gold Trail Union Elementary	Gold Trail Elementary	4-8	ELEMENTARY	ELEMENTARY	MIDDLE
09619116103857	Latrobe Elementary	Miller's Hill Elementary	4-8	ELEMENTARY	SMALL	MIDDLE
10622406006712	Kingsburg Joint Union Elementary	Roosevelt Elementary	5-6	MIDDLE	MIDDLE	ELEMENTARY
10625396112387	West Park Elementary	West Park Charter Academy	K-12	ELEMENTARY	ELEMENTARY	HIGH
10754086007082	Riverdale Joint Unified	Riverdale Elementary	4-8	MIDDLE	MIDDLE	ELEMENTARY
12630166008148	Rohnerville Elementary	Toddy Thomas Elementary	4-8	ELEMENTARY	ELEMENTARY	MIDDLE
15634386009435	Edison Elementary	Edison Senior Elementary	4-8	MIDDLE	MIDDLE	ELEMENTARY
15636776009799	Mojave Unified	Joshua Middle	4-8	MIDDLE	MIDDLE	ELEMENTARY
15636856009864	Muroc Joint Unified	Forbes Avenue Elementary	4-6	MIDDLE	MIDDLE	ELEMENTARY
15735446010011	Rio Bravo-Greeley Union Elem.	Rio Bravo-Greeley Elementary	4-8	ELEMENTARY	ELEMENTARY	MIDDLE
15751686009468	El Tejon Unified	El Tejon Elementary	4-8	ELEMENTARY	ELEMENTARY	MIDDLE
17640306010649	Lakeport Unified	Terrace Elementary	4-8	MIDDLE	MIDDLE	ELEMENTARY
19643456106215	Castaic Union Elementary	Castaic Middle	4-8	MIDDLE	MIDDLE	ELEMENTARY
19645016013171	El Monte City Elementary	Durfee Elementary	4-8	ELEMENTARY	ELEMENTARY	MIDDLE
19645846114268	Gorman Elementary	Gorman Middle	4-8	MIDDLE	SMALL	ELEMENTARY
19647251930411	Long Beach Unified	Avalon (K-12)	K-12	K-12	HIGH	ELEMENTARY
19647331931054	Los Angeles Unified	Westside Leadership Magnet	K-12	ALTERNATIVE	MIDDLE	ELEMENTARY
19647331931070	Los Angeles Unified	Mid City Magnet	K-8	K-12	HIGH	ELEMENTARY
19647331931716	Los Angeles Unified	Valley Magnet	K-12	ALTERNATIVE	MIDDLE	HIGH
19647336016885	Los Angeles Unified	Elizabeth Learning Center (K-12)	K-12	K-12	HIGH	ELEMENTARY
19647336019475	Los Angeles Unified	Thirty-Second St. USC Performing Ar	K-12	K-12	HIGH	ELEMENTARY
19647336061451	Los Angeles Unified	Foshay Learning Center (K-12)	K-12	K-12	HIGH	MIDDLE
19648816021752	Pasadena Unified	Washington Middle	K-8	MIDDLE	MIDDLE	ELEMENTARY
29663816027171	Pleasant Valley Elementary	Pleasant Valley Elementary	4-8	ELEMENTARY	ELEMENTARY	MIDDLE
30103063030632	Orange Co. Office of Education	Orange County Charter	K-12	K-12	HIGH	ELEMENTARY
30664313030616	Anaheim Union High	Oxford High	7-10	HIGH SCHOOL	HIGH	MIDDLE
31669513130168	Western Placer Unified	Horizon Instruct. Systems (Charter)	K-12	ALTERNATIVE	HIGH	ELEMENTARY
33670823330453	Hemet Unified	Hamilton K-12	K-12	K-12	HIGH	ELEMENTARY
34673146112254	Elk Grove Unified	Elk Grove Charter	K-12	ELEMENTARY	SMALL	HIGH
36679596037444	Yucaipa-Calimesa Jt. Unified	Yucaipa Junior High	8-9	JUNIOR HIGH	MIDDLE	HIGH
36738906104681	Silver Valley Unified	Fort Irwin Middle	4-8	MIDDLE	MIDDLE	ELEMENTARY
36750773630837	Apple Valley Unified	Academy for Acad. Excellence (Char)	K-12	ALTERNATIVE	HIGH	ELEMENTARY
37683383730116	San Diego City Unified	Muir (John)	K-12	K-12	HIGH	ELEMENTARY
37683383731320	San Diego City Unified	Cortez Hill Academy	8-12	ELEMENTARY		HIGH
37683613731296	Santee Elementary	Santee Explorer Academy	6-8	HIGH SCHOOL		MIDDLE
39685446041875	Jefferson Elementary	Jefferson Elementary	5-8	ELEMENTARY	ELEMENTARY	MIDDLE
39685776041990	Linden Unified	Waterloo Elementary	5-8	ELEMENTARY	ELEMENTARY	MIDDLE
39686193930435	New Hope Elementary	New Hope Charter	K-12	K-12	ELEMENTARY	HIGH
41688586043400	Bayshore Elementary	Robertson (Garnet J.) Intermed	4-8	MIDDLE	MIDDLE	ELEMENTARY
41689576044093	Las Lomitas Elementary	La Entrada Middle	4-8	MIDDLE	MIDDLE	ELEMENTARY
41689816044275	Portola Valley Elementary	Corte Madera Elementary	4-8	MIDDLE	MIDDLE	ELEMENTARY
41689996044333	Ravenswood City Elementary	Edison-McNair Academy	4-8	MIDDLE	MIDDLE	ELEMENTARY
41690216044770	San Carlos Elementary	Tierra Linda Middle	5-6	MIDDLE		ELEMENTARY
44698074430179	San Lorenzo Valley Unified	SLVUSD Charter	K-12	ALTERNATIVE	MIDDLE	ELEMENTARY
45700946050447	Pacheco Union Elementary	Pacheco Elementary	4-8	ELEMENTARY	ELEMENTARY	MIDDLE
45737006050413	Mountain Union Elementary	Montgomery Creek Elementary	5-8	ELEMENTARY	SMALL	MIDDLE
48705734830113	Vacaville Unified	Buckingham (Elise P.) Charter	K-12	ALTERNATIVE	MIDDLE	HIGH
49706566051650	Cloverdale Unified	Washington	4-8	MIDDLE	MIDDLE	ELEMENTARY
49708396051890	Oak Grove Union Elementary	Willowside Elementary	5-8	ELEMENTARY	ELEMENTARY	MIDDLE
50755726053219	Waterford Unified	Waterford Elementary	5-8	ELEMENTARY	ELEMENTARY	MIDDLE
54719026054035	Earlimart Elementary	Earlimart Middle	4-8	MIDDLE	MIDDLE	ELEMENTARY
55724216054951	Twain Harte-Long Barn Union Elem.	Twain Harte Elementary	4-8	ELEMENTARY	ELEMENTARY	MIDDLE
56724476054969	Briggs Elementary	Briggs Elementary	4-8	ELEMENTARY	ELEMENTARY	MIDDLE
56725536102776	Pleasant Valley Elementary	Las Colinas Elementary	4-8	ELEMENTARY	ELEMENTARY	MIDDLE